1953-56

File No. Disposal of waste Papers/535

Legal Department

D BRANCH

Subject:— Orders regarding disposal of waste papers

Pin Slip

File No. Disposal of Waste Papers/53-56

Gen. 194 e.

692-D

Waste paper and Destroyed Records

Disposal of-

GOVERNMENT OF BOMBAY.

DEVELOPMENT DEPARTMENT.

Resolution No.DPT. 6252.

Bombay 1, 30th June 1953.

Read-

(1) Government Resolution, Political and Services Department, No. 1561/34, dated 7th September 1950.
(2) Government Resolution, Political and Services Department, No. 1561/34, dated 23rd October 1951.
(3) Government Resolution, Political and Services Department, No. 1561/34, dated 26th January 1952.
(4) Government Circular; Political and Services Department, No. 1561/34, dated 25th October 1952.

Resolution.- In supersession of all previous orders on the subject, Government is pleased to issue the following revised orders:-

(1) The Director, Government Printing and Stationery, Bombay, should be requested to fix the rates for the various categories of waste paper such as ordinary office waste paper, Badami or unbleached records and forms, white records and forms including old newspapers, white paper cuttings and other paper cuttings, etc., in consultation with Government every year in the month of April which shall be in force for the financial year commencing from April. For the current financial year the rates should be fixed by the Director, Government Printing and Stationery, Bombay, in the manner indicated above on receipt of these orders. The rate should be based on the market rate prevalent for such paper.

(2) Waste paper of all Government offices in Greater Bombay should, in the first instance, be offered by the Director, Government Printing and Stationery to the following institutions in the order of priority shown below at the rates mentioned in (1) above. The names of those of the institutions as agree to accept waste paper at the said rates along with the schedule of rates fixed should be communicated by the Director, Government Printing and Stationery to the officers concerned in Greater Bombay who shall sell the requisite quantity to each of them in the same order of priority on the express condition that it will be utilised for their personal needs and will not be resold.

(a) Government Industrial Workshops.- Such quantity of old newspapers as required by the Government Industrial Workshops in Greater Bombay should be supplied free of cost to the Commissioner of Labour or any officer authorised by him in this behalf.

(b) Village Industries Committees- Such quantity of white and other quality paper cuttings from the Government Central Press, Bombay, as is available and required by the Village Industries Committee should be sold to the Committee which should arrange to sort out the cuttings and take delivery of them and of other waste paper at such place or places as the Director may decide.

(c) Lotus Trust (Bapu Ghar).- Such quantity of the arising of paper cuttings at the Government Central

Press and of other waste paper including the old petrol coupon books from the State Rationing authorities as is required by the Lotus Trust for its Industrial Home for Women (Bapnu Ghar) at Worli for running its hand-made paper industry, should be sold to the organisers of the Industrial Home. The organisers should make their own arrangements to sort out the Paper Cuttings and take delivery of them and of other waste pape r at such place or places as the Directo- may decide.

(d) Salvation Army.-Out of the remaining quantity of waste paper such quantity as may be required by the Salvation Army should be sold to the Salvation Army.

(3) The arisings of white and other good quality paper cuttings from Government Press, Baroda, should be sold to the Villag e Industries Committee. The Committee should arrange to sort out these cuttings and take delivery of them at the Press. Waste paper from the Photozinco Press, Poona, plus 12 tons of waste paper from other Government offices in Poona excluding Yeravda Prison Press should also be given to the Village Industries Committee. Arrangement to take delivery of the Wa paper will be made by the representative of the Committee in Poona. The Executive Engineer, Poona Divsion, should arrange to collect all waste paper from Government offices in Poona (excluding the Photozince Press and Yeravda Prison Press) and give 12 tons thereof to the representative of the Village Industries Committee.

Further, the waste paper from the Government offices in the East and West Khandesh Districts should be supplied to the Village Industries Committee. Arrangement to take delivery of this waste paper from the centres shown below will be made by the Committee. The Collectors of the East and West Khandesh Districts should arrange to collect all such wastepaper at the centres in their respective Districts. The transport charges required for collecting the waste papers at the centres from outlying places should be borne by Government.

District.	Name of Taluka.	Name of Centre.
East Khandesh District	Jalgaon Parola Jamner	Jalgaon.
	Chalisgaon Pachora Bhadgaon Peta	Pachora.
	Amalner	Amalner.
	Chopda Erandol	Dharangaon.
	Bhusawal.	Bhusawal.
	Raver	Raver.
	Yawal	Yawal.
	Edlabad Peta	Edlabad.
West Khandesh District	Dhulia Sakri Shirpur Sindkheda	Dhulia.
	Nandurabar Navapur Taloda Shahada Shahada Akrani Mahal Mewas Area	Nandurbar.

(4) Such quantity of the arisings of paper cuttings collected at the Yeravda Prison Press, Poona, as may be required by the Hand-made Paper Industry in the Yeravda Central Prison

free of charge.

(5) Old newspapers in Government offices in Ahmedabad and Sholapur should be supplied free of cost to the Superintendent of the Workshops at the respective places for the use of Government Industrial Workshops under their respective control.

(6) The remaining quantity of waste paper in Government offices in the State after disposal as decided above, should be offered to (i) The Deccan Paper Mills, Poona, (ii) the Padamji Mills, Bombay and (iii) the Gujerat Paper Mills, Ahmedabad in proportion to the supplies made by them to Government at the Prevailing market rate, to be fixed by the Director, Government Printing and Stationery, Bombay, with the approval of Government. The balance, if any, after satisfying the above requirements should be disposed of by the officers concerned by public auction to the highest tenderer. The sale proceeds should be credited to Government under the head "XLVI-Miscellaneous-Sale of old Stores and Materials".

2. These orders should apply only to papers which are of non-confidential nature. Confidential papers should, however, be destroyed as heretofore.

3. Waste paper should include destroyed non-confidential records.

By order and in the name of the Governor of Bombay.

Sd/- K. L. PANJABI,
Secretary to Government.

G.R., No. PST. 6252, D.D., dated 30th June 1953.

MAV. D.
2/7
4c.

Waste paper and Destroyed Records
Disposal of-

GOVERNMENT OF BOMBAY.

DEVELOPMENT DEPARTMENT.

Corrigendum No. PST. 6253.

Bombay-1, 29th December 1953.

C O R R I G E N D U M.

For the words "placed at the disposal of the Deputy Commissioner of Labour Welfare" occurring in lines 3 and 4 of clause (a) of sub-paragraph (2) of paragraph 1 of Government Resolution, Development Department, No. PST. 6252, dated the 30th June 1953, the words "supplied free of cost to the Commissioner of Labour " should be substituted.

2. For the words "placed at the disposal of" occurring in line 2 of sub-paragraph (5) of paragraph 1 of the above Government Resolution the words "supplied free of cost to" should be substituted.

By order and in the name of the Governor of Bombay,

Sd/- I.B. PATEL,
Assistant Secretary to Government.

N.V.D.
2/7
4c.

IMMEDIATE.

OFFICE OF THE DIRECTOR,
GOVERNMENT PRINTING AND STATIONERY:
BOMBAY. THE 1st February 1954.

CIRCULAR. No. M/MSC/12.

Subject.-Waste Paper and Destroyed Records Disposal of-

In supersession of the orders contained in Government Resolution, Development Department, No. IST. 6252, dated the 30th June 1953, on the above subject, Government have approved the execution of an agreement with Shri V.S. Nagare, 196/26 Sadashiv Peth Poona 2, according to which all waste paper including destroyed records arising in Bombay Government offices in the Bombay State will be purchased by him during the period ending the 31st December 1954. Shri Nagare has accordingly executed an agreement. The rates of purchase by Shri Nagare for the three categories of waste paper are given below:-

Category.	Description	Rate per Bengal Maund. Rs.	a.	
A	All forms and Publications including newspapers	21	7	0
B	Office Files and other records.	11	11	0
C	Press arisings and Miscellaneous sweepings	8	5	0

Note :- Office Files and Records which are delivered in a torn condition will be classified as Miscellaneous Sweepings and Purchased at the rate of Rs. 8-5-0 per Bengal Maund.

2. The relevant provisions of the contract are reproduced as an accompaniment to this Circular for the guidance of the officers concerned Condition No. 2 in regard to the removal of waste paper from any office within 15 days of an intimation to that effect will not be operative until after the 28th February 1954, as far as the time-limit is concerned. (This doesnot apply to Presses).

3. Officers concerned are requested to communicate the approximate quantity of waste paper in their office to Shri Nagare.

4. All Heads of Departments are requested to issue instructions to their subordinate offices in this connection. Spare copies of the Circular are sent to them for this purpose.

5. All matters arising out of this contract should be referred to the Director, Government Printing and Stationery, Bombay.

J.B. D'SOUZA,
Director,
Government Printing and Stationery, Bombay.

To

All Departments of the Secretariat.
All Heads of Departments (with spare copies of the Circular).
All Collectors (with spare copies of the Circular).
All Executive Engineers (with spare copies of the Circular).
All District Superintendents of Police (with spare copies of the circular).
All District Judges. (with spare copies of the circular).
The Accountant General, Bombay.
The Deputy Accountant General, Baroda.
The Managers of Government Presses.

Accompaniment to the Circular regarding Disposal of Waste Paper in the Bombay State.

1. All waste paper shall be classifed for the purpose of this contract into three varieties mentioned hereunder and the rates of purchase by the Contractor in respect of these categories shall be shown against each category;-

Category.	Description.	Rate per Bengal Maund.			
		Rs.	a.	p.	
A.	All forms and publications including newspapers.	21	7	0	(Rs. Twenty-one and Annas Seven Only)
B.	Office Files and other records.	11	11	0	(Rs. Eleven and Annas Eleven Only)
C.	Press arisings and Miscellaneous sweepings	8	5	0	(Rs. Eight and Annas Five only).

2. The Contractor shall remove the waste paper (1) at each of the Bombay Government Presses (i.e. Government Central Press, Bombay, the Yeravda Prison Press, Yeravda, Government Photo-Zinco Press Poona, Government Press and Stationery offices at Kolhapur and Baroda) every week regularly and (2) at any office in the State within 15 days of an intimation to that effect being given by the officer concerned.

3. The Contractor shall make his own arrangements such as packing, loading, transport, etc., in connection with the removal of waste paper from the respective Government offices including Government Presses.

4. Payment for the waste paper removed shall be made at the time of removal thereof, in cash or by deposit into a Government Treasury. Waste paper shall not be delivered to the Contractor except against cash payment.

5. If the Contractor fails to remove any particular stock of waste paper at any of the Bombay Government offices, including the Bombay Government Printing Presses in the manner specified in paragraph 2 above, the Government shall be entitled to sell that particular stock of waste paper in any other manner possible, without any notice to the Contractor on that account and at the risk of the Contractor. In the event of such action being taken, the Contractor shall be liable for any loss which the Government may sustain on that account,, but the Contractor shall not be entitled to any gain on sales made against such defaults on his part. The recovery of the amount shall be made without prejudice to any other action under the contract, and may be effected either from the security deposited with Government or as arrears of land revenue.

6. If the Contractor fails to remove stock of waste paper in the manner specified in this contract against cash payment, or if the Contractor commits a breach of any of the terms of this Agreement the Government shall be entitled to forfeit the whole or any part of the security deposited with Government and /or to cancel this contract upon giving to the Contractor fifteen days' notice, without prejudice to any other rights of Government.

7. The Government shall be entitled to dispose of any particular stock of paper in any other manner it deems fit notwithstanding the provisions of this Agreement in order to meet the Hand Made Paper Industry and Government Industrial Workshops and similar institutions.

8. In the event of any dispute as regards the interpretation of any of the terms of the Agreement the decisions of the Government shall be final and binding on the Contractor.

Waste paper and destroyed records.
Disposal of-------

Government of Bombay,
Development Department,
Circular, No. PST. 6254,
Bombay 1, 31st July 1954.

CIRCULAR.

It has come to the notice of this Department that
that newspapers, periodicals etc. purchased by some of the Departments of the Secretariat either for their secretaries or for Departmental use are not collected and disposed of in any manner. Government's orders have now been obtained that such newspapers, including those which may have been purchased at the residences of Secretaries should be collected and disposed of as waste paper according to the rates that may be fixed every year in pursuance of the orders issued in Government Resolution, Development Department, No. PST. 6252, dated the 30th June 1953. Similar procedure should be followed in respect of periodicals etc. when it is considered necessary to send them out. The Departments are requested to take action hereafter accordingly,

By order and in the name of the Governor of Bombay.

Sd/- V. N. Pimenta,
Assistant Secretary to Government.

To

the Director, Govt. Printing and Stationery, Bombay, the Political and Services Department,

the Finance Department,
all other Departments of the Secretariat,
the Accountant General, Bombay, (through the Finance Department).
the Pay and Accounts Officer, Office of the Accountant General, Bombay.
the Resident Audit Officer, -do-

N.V.D.

Waste paper and destroyed records.
Disposal of.-

GOVERNMENT OF BOMBAY.

DEVELOPMENT DEPARTMENT.

Resolution No. PST. 6253.

Bombay 1, 22nd July 1954.

Read Government Resolution, Development Department, No. PST. 6252, dated the 30th June 1953.

Government Letter, Development Department, No. PST. 6252/52902-E, dated the 31st March 1954.

Resolution .- Under the orders issued in Government Resolution, Development Department, No. PST. 6252, dated the 30th June 1953, the Village Industries Committee is required to pay every year to Government the value of the waste paper supplied to it. Government is now pleased to direct that a grant equal to that value should be sanctioned to it every year.

By order and in the name of the Governor of Bombay,

Sd/- V. N. Pimenta,
Assistant Secretary to Government.

N.V.D.
2/7
4c.

IMMEDIATE. No.M/MSC/II 5727
Director Date of Printing & Stationery
Bombay, the 3rd March 1955.

To
The Assistant Secretary,
Separate Department,
Government of Bombay, Bombay.

Sub:- Waste Paper and Destroyed Records
Disposal of ---
In the Greater Bombay Zone.

Sir,

Reference Govt. Resolution, Development Department No. PST 6252 dated the 30th June 1953 on the above subject. Government have approved the following rates offered by Shri Ibrahim A Kagalwalla, 130, Sandhurst Road, opposite Mulla Bazar Market, Bombay 3, for all Waste Paper including the destroyed records arising in the Bombay Govt. Officers in the Greater Bombay Zone.

Category	Description	Rate per
A	All forms and publications including newspapers.	Rs. 18/-
B	Office Files and other records	Rs. 13/-
C	Press arisings and Miscellaneous Sweepings	Rs. 4/4/-

2. These rates will be in force with effect from the 1st March 1955 till 29th February 1956. You are, therefore, requested to offer all waste paper in your office to Shri I.A. Kagalwalla against cash payment. A detailed Circular in this connection is being issued shortly.

Yours faithfully,

Sd/-
For Director,
Govt. Printing and Stationery, Bombay.

Copy to the Secretary to Govt., Development Department, for information with reference to his letter No. PST/6284/47297-E dated the 15th February 1955.

2. Shri Kagalwalla has credited a sum of Rs. 4,000/- as Security Deposit. However, the agreement has not been executed as he is not in Bombay. Immediately on his return to Bombay, the agreement will be executed and the circular will be issued to all the officers concerned.

Copy to all departments of the Secretariat.

Copy to the Manager, Govt. Central Press, Bombay, for information and necessary action. Shri Kagalwalla should be asked to remove wastepaper from the Govt. Central Press, regularly every week against cash payment. It may be noted that used mono spool paper is not covered by the rates mentioned above.

IMMEDIATE

OFFICE OF THE DIRECTOR,
GOVERNMENT PRINTING AND STATIONERY:
Bombay, the 23rd November 1954.

CIRCULAR No. M/MSC/6.

SUBJECT.- Waste Paper and Destroyed Records.
Disposal of

In continuation of this office Letter Circular letter No. M/MSC/2, dated 1st February 1954 and No. M/MSC/3, dated 11th September 1954, it is stated here for the information of all concerned that the agreement executed by Shri V.S. Nagare for the purchase of waste paper expires on the 31st December 1954. If any of the officers have not so far offered to Shri Nagare stocks of waste paper available for disposal in their offices, they are requested to communicate to him immediately the approximate quantity thereof under a registered letter.

2. Officers concerned are also requested to furnish the following information to this office by the 10th January 1955.

Statement showing the quantity of waste paper offered to Shri Nagare but not lifted by him.

Category.	Weight.	Value at the Contract rate.	Date on which the first intimation was given to Shri Nagare.
A			
B			
C			

Sd/- B.A. Koreishi,
Director,
Government Printing and Stationery,
Bombay.

To
All Departments of the Secretariat.
All Heads of Departments (with spare copies of the circular).
All Collectors (with spare copies of the Circular).
All Executive Engineers (with spare copies of the Circular)
All District Superintendents of Police (with spare copies of the Circular).
All District Judges (with spare copies of the Circular).
The Accountant General, Bombay.
The Deputy Accountant General, Baroda.
The Managers of Government Presses.

N.V.D.
3/7
4c.

Waste paper and Destroyed Records.

Disposal of.-

GOVERNMENT OF BOMBAY.

DEVELOPMENT DEPARTMENT.
CIRCULAR No. PST. 6255- E.

Bombay No. 1, 18th January 1955.

Read Circular No. M/MSC/2, dated the 1st February 1954, from the Director, Government Printing and Stationery.

Read Circular No. M/MSC/3, dated the 11th September 1954, ffom the Director, Government Printing and Stationery.

CIRCULAR.

The contract entered into by Government with Shri V.S. Nagare, 196/26, Sadashiv Peth, Poona 2, for purchase of all waste paper including destroyed records in Bombay Government offices in the State of Bombay, for the year 1954, expired on 31st December 1954. The question of appointing new contractors for the disposal of waste paper and destroyed records for the year 1955 is under consideration of Government. Meanwhile Shri V.S. Nagare has agreed to continue his contract till the end of February 1955, subject to the condition that he would pay 75 per cent. of the rates that he was paying under the contract for the year 1954, all other terms and conditions remaining the same. Government is accordingly pleased to direct that the waste paper and the destroyed records in Government offices in the State of Bombay accumulated during the period from 1st January 1955 till the end of February 1955 should be disposed of by selling to Shri V.S. Nagare at the rates specified below:-

Category.	Rate. Rs.	a.	P.	
A	16	1	0	per Bengal Maund.
B	8	12	0	per Bengal Maund.
C	6	4	0	per Bengal Maund.

By order and in the name of the Governor of Bombay,

sd/- V.N. PIMENTA,
Assistant Secretary to Government.

To
The Director, Government Printing and Stationery.
The Accountant General, Bombay (through the Finance Deptt).
The Deputy Accountant General, Baroda,
The Finance Department,
All Departments of the Secretariat except the Finance Deptt.
All Heads of Departments and Several Heads of offices under them.

N.V.D.
3/7
4c.

IMMEDIATE.

OFFICE OF THE DIRECTOR, GOVERN.
GOVERNMENT PRINTING AND STATIONERY.

Bombay, the 25th April 1955.

Circular No. M/MSC/GR/VII.

Subject:- Waste Paper and Destroyed Records.
Disposal of

Reference Government Resolution, Development Department, No. PST. 6252, dated the 30th June 1953, on the above subject. Government have approved the execution of an agreement with Shri Ibrahim Alibhai Kagalwalla, 130 Sandhurst Road, Opposit Null Bazaar Market, Bombay 3, according to which all waste paper including destroyed records arising in the Government offices including a Government Printing Press in the Greater Bombay Zone of the Bombay State will be purchased by him during the period commencing from the 1st of March 1955 and ending the 29th February 1956. Shri Ibrahim Alibhai Kagalwalla has accordingly executed an agreement. The rates of purchase by Shri I.A. Kagalwalla for the three categories of waste paper are given below:-

Category	Description.	Rate per Bengali maund.
A	All forms and publications including newspapers,	Rs. 18 (Rupees eighteen only).
B	Office files and other records.	Rs. 13 (Rupees thirteen only).
C	Press arisings and miscellaneous sweepings.	Rs. 4-4-0 (Rupees four and annas four only).

(Note.- Press arisings do not include used Mono Spool Paper).

2. Officers concerned are requested to communicate the approximate quantity of waste paper in their office to Shri I.A. Kagalwalla. If he fails to remove the said quantity of waste paper within fifteen days of the intimation given to him, he may be given a warning under a registered letter stating that in the event of his failure to remove the waste paper within a further period of 15 days from the date of the registered notice, it will be disposed of in any other manner possible and the loss, if any, sustained by Government will be recovered from him. If despite such warning, the waste paper in question is not removed and if it is inconvenient to store the waste paper any longer, it may be sold by public auction after due publicity. If any loss is sustained, the contractor may be asked (under intimation to this office) to remit the necessary amount with four weeks. If the amount is not received within this period, this office may be informed accordingly for necessary further action. For purposes of calculating the loss sustained by Government all expenses in connection with the public auction may be taken into account.

3. The relevant provisions of the contract are reproduced as an accompaniment to this Circular for the guidance of the officers concerned.

4. All Heads of Departments are requested to issue instructions to their subordinate offices in this connexion. Spare copies of the Circular are sent to them for this purpose.

5. All matters arising out of this contract should be referred to the Director, Government Printing and Stationery, Bombay.

Sd/- B. A. KOREISHI,
Director,
Government Printing and Stationery, Bombay.

To

All Departments of the Secretariat, for information,
All Heads of Departments (with spare copies of the Circular) for information,
All Collectors (with spare copies of the Circular) for information;
All Executive Engineers (with spare copies of the Circular) for inforamtion,
All District Superintendents, of Police (with spare copies of the Circular) for information;
All District Judges (with spare copies of the Circular) for information,
The Accountant General (with spare copies of the Circular) for information,
The Deputy Accoint General, Baroda (with spare copies of the Circular) for information,
The Managers of Government Presses (with spare copies of the Circular) for information.

} The Greater Bombay Zone Only.

Accompaniment to the Circular No: M/MSC/GR/VII, dated the 26th April 1955, regarding disp of Waste Paper in the Bombay State.

All waste paper shall be classified for the purpose of this contract into three varieties mentioned hereunder and the rates of purchase by the contractor in respect of these categories shall be shown again t each category:-

Category.	Description.	Rates per Bengal maund.
A	All forms and publications including newspapers.	Rs. 18 (Rupees eighteen only
B	Office files and other records	Rs. 13(Rupees thirteen only
C	Press arsings and miscella-neous sweeping	Rs. 4-4-0.(Rupees Four and annas four only);

Note:- Press arisings do not include used Mono Spool Paper.).

2. The Contractor shall remove the waste paper (1) at the Bombay Government Press in the Greater Bombay Zone of the Bombay State every week regularly and (2) at any office in Greater Bombay within 15 days of an intimation to that effect being given by the officer concerned.

3. The Contractor shall make his own arrangements such as packing loading, transport etc., in connection with the removal of Waste paper from the respective Government offices including the Government Presses. If, however, the quantity of waste paper to be disposed of is less than 25 Bengal maunds it may be despatched to the Contractor at his request and at his risk and cost.

4. Payment for the waste paper removed shall be made at the time of removal thereof, in cash or by deposit into a Government Treasury. Waste Paper shall not be delivered to the Contractor except against cash payment.

5. If the Contractor fails to remove any particular stock of waste paper at any of the Bombay Government offices, including the Bombay Government Printing Presses in the manner specified in paragraph 2 above, the Government shall be entitled to sell that particular stock of waste paper in any other manner possible, without any notice to the Contractor on that account and at the risk of the Contractor. In the event of such action being taken, the

Conta

Contractor shall be liable for any loss which the Government may sustain on that account, but the Contractor shall not be entitled to any gain on sales made against such defaults on his part. The recovery of the amount shall be made without prejudice to any other action under the contract, and may be effected either from the security deposited with Government or as arrears of land revenue.

6. If the Contractor fails to remove stock of waste paper in the manner specified in this contract against cash payment, or if the Contractor commits a breach of any of the terms of this Agreement the Government shall be entitled to forfeit the whole or any part of the security deposited with Government and/or to cancel this contract upon giving to the Contractor fifteen days' notice without prejudice to any other rights of Government.

7. The Government shall be entitled to dispose of any particular stock of paper in any other manner it deems fit notwithstanding the provisions of this ~~xxxxxgxxxxxx~~ Agreement in order to meet the requirements of the Hand made Paper Industry and Government Industrial & Workshops and similar institutions.

8. In the event of any dispute as regards the interpretation of any of the terms of the Agreement the decision of the Government shall be final and binding on the Contractor.

BOOK POST

To

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_____

Director,
Government Printing and Stationery,
Bombay.

OFFICE OF THE
DIRECTOR, GOVERNMENT PRINTING AND
STATIONERY:

Bombay the 26th April 1955.

Circular No.M/MSC/GUJ/VII.

Sub:- Waste Paper and destroyed records.
Disposal of -

Reference Government Resolution, Development Department, No. PST. 6252, dated the 30th June 1953, on the above subject. Government have approved the execution of an agreement with Shri V.S. Nagare, 196/26, Sadashiv Peth, Poona 2, according to which all waste paper including destroyed records arising in the Bombay Government Offices including a Government Printing Press in the Gujarat Zone of the Bombay State comprising the Districts-(1) Banskantha, (2) Sabarkantha, (3) Mehsana, (4) Amerli, (5) Baroda, (6) Ahmedabad, (7) Kaira, (8) Panch Mahals, (9) Broach, (10) Surat, (11) Thana- will be purchased by him during the period commencing from/accordingly executed an agreement. The rates of purchase by Shri Nagare for the three categories of waste paper are given below:-

Category.	Description.	Rates Per Bengal maund
A	All Forms and Publications including Newspapers.	Rs.10-8-0 (Rupees ten and Annas Eight only).
B	Office Files and other Records.	Rs.5-0-0 (Rupees Five only).
C	Press Arisings and Miscellaneous sweepings.	Rs.2-12-0 (Rupees Two and Annas Twelve Only).

Note.- Press Arisings do not include used Mono Spool paper.

2. If the quantity of waste paper to be disposed of from any office does not exceed 25 Bengal Maunds, it should be sent at the request of the Contractor by the officer concerned to Poona by Goods Train freight to pay. The railway receipt for the consignment should be sent ~~xxxxxx xxxxxx~~ to Shri V.S. Nagare, 196/26, Sadashiv Peth, Poona, by V.P.P. for the cost of waste paper at the approved rates plus transport, packing and other incidental expenses. The transport of the Waste Paper will be entirely at the risk of Shri Nagare as regards loss or deterioration etc. in transit.

3. Officers concerned are requested to communicate the approximate quantity of waste paper in their office to Shri Nagare. If he fails to remove the said quantity of waste paper within 15 days of the intimation given to him, he may be given a warning under a registered letter stating that in the event of his failure to remove the waste paper within a further period of 15 days from the date of the registered notice, it will be disposed of in any other manner possible and the loss, if any, sustained by Government is not removed and if it is inconvenient to store the waste paper ~~in question is not removed and if it is inconvenient to store the waste paper~~ any longer, it may be sold by public auction after due publicity. If any loss is sustained, the contractor may be asked (under intimation to this office) to remit the necessary amount within 4 weeks. If the amount is not received within this period, this office may be informed accordingly for necessary further action. For purposes of calculating the loss sustained by Government all expenses in connection with the public auction may be taken into account.

4. The relevant Provisions of the Contract are reproduced as an Accompaniment to this Circular for the guidance of the

5. All Heads of Departments are requested to issue instructions to their subordinate offices in this connection. Spare copies of the Circular are sent to them for this purpose.

6. All matters arising out of this contract should be referred to the Director, Government Printing and Stationery, Bombay.

Sd/- B. A. KOREISHI,
Director,
Government Printing and Stationery,
Bombay.

To

The All Departments of the Secretariat, for information.
All Heads of Departments (with spare copies of the Circular), for information.
All Collectors (with spare copies of the Circular).
All Executive Engineers (with spare copies of the Circular).
All District Judges (with spare copies of the Circular). — Gujarat Zone only.
All District Superintendents of Police (with spare copies of the Circular).
The Accountant General, Bombay.
The Deputy Accountant General, Baroda.
The Managers of Government Presses.

Accompaniment to the Circular No. M/MSC/Guj/VII, dated the 26th April 1955, regarding Disposal of Waste paper in the Bombay State.

All waste paper shall be classified for the purpose of this contract into three varieties mentioned hereunder and the rates of purchase by the Contractor in respect of these categories shall be shown against each category.

Category	Description.	Rate per Benal maund.
A	All Forms and Publications including Newspapers.	Rs. 10-8-0 (Rupees Ten and Annas Eight only).
B	Office Files and other records.	Rs. 5-0-0 (Rupees Five only
C	Press Arisings and Miscellanious Sweepings.	Rs. 2-12-0 (Rupees Two and Annas Twelve only).

Note.- Press Arisings do not include used Mono Spool Paper

2. The Contractor shall remove the waste paper (1) at each of the Bombay Government Presses in the Gujarat Zone of the Bombay State every week regularity; and (2) at any office in the Gujerat Zone of Bombay State within 15 days of an intimation to that effect being given by the officer concerned.

3. The Contractor shall make his own arrangements such as packing loading transport, etc., in connection with the removal of waste paper from the respective Government Offices including Government Presses. If, however, the quantity of waste paper to be disposed of is less than 25 Bengal Maunds it may be despatched to the Contractor at his request and at hisr isk and cost.

4. Payment for the waste paper removed shall be made at the time of removal thereof, in cash or by deposit into a Government Treasury, Wast paper shall not be delivered to the Contractor except against cash payment.

5. If the Contractor fails to remove any particular stock of waste paper at any of the Bombay Government Offices, including the Bombay Government Printing Presses in the manner specified in paragraph 2 above, the Government shall be entitled to sell that particular stock of waste paper in any other manner possible, without any notice to the the Contractor on that account and at the risk of the Contractor/shall be liable for any loss which the Government may sustain on that account, but the Contractor shall not be entitled to any gain on sales made against such defaults on his part. The recovery of the amount shall be made without prejudice to any other action under the contract, and may be effected either from the security deposited with Government or as arrears of land revenue.

6. If the Contractor fails to remove stock of waste paper in the manner specified in this contract against each payment, or if the Contractor commits a breach of any of the terms of this Agreement the Government shall be entitled to forfeit the whole or any part of the security deposited with Government and /or to cancel this contract upon giving to the Contractor fifteen days' notice, without prejudice to any other such rights of Government.

7. The Government shall be entitled to dispose of any particular stock of paper in any other manner it deems fit notwithstanding the provisions of this Agreement in order to meet the requirements of the Hand-made Paper Industry and Government Industrial Workshops and similar institutions.

8. In the event of any dispute as regards the interpretation of any of the terms of the Agreement the decisions of the Government shall be final and binding on the Contractor.

BOOFOST.

To

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Director,
Government Printing & Stationery
Bombay.

N.V.D.
3/7
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OFFICE OF THE
DIRECTOR GOVERNMENT PRINTING AND
STATIONERY:
Bombay the 26th April 1955.

Circular No. M/MSC/PS. VII.

Subject.- Waste Paper and Destroyed Records-
Disposal of -

Reference Government Resolution, Development Department, No. PST 6252, dated the 30th June 1953, on the above subject, Government have approved the execution of an agreement with Messrs. Deccan Paper Mills Company Limited, Commonwealth Building, Laxmi Road, Poona 2, according to which all waste paper including destroyed records arising in the Government offices, including Government Printing Presses in the Rest of the State Zone of the Bombay State comprising the Districts- (1) Ahmednagar, (2) East Khandesh, (3) West Khandesh, (4) Nasik, (5) Poona, (6) Satara North, (7) Sholapur, (8) Kolaba, (9) Ratnagiri, (10) Satara South, (11) Kolhapur, (12) Dangs, (13) Belgaum, (14) Bijapur , (15) Dharwar, (16) Kanara , will be purchased by them during the period commencing from the 1st of March 1955 and ending the 29th February 1956. Messrs. Deccan Paper Mills Co. Ltd., have accordingly executed an agreement. The rates of purchase by Messrs. Deccan Paper Mills Co. Ltd., for the 3 categories of waste paper are given below:-

Category.	Description.	Rates of Bengal Maund.
A	All forms and publications newspapers.	Rs. 11 (Rs. Eleven Only)
B	Office Files and other Records.	Rs. 6 (Rs. Six Only).
C	Press arisings and Miscellanious Sweepings.	Rs.(i) 10(Rs. Ten Only). (ii)Rs.4-12-0(Rs. Four and Annas Twelve Only).

(i) This rate is applicable in respect of white cutting from the Government Photozince Press, Poona;
(ii) For the remaining quality of Category "C".
(Note.-Press arisings do not include used Mono Spec Paper.)

2. If the quantity of waste paper to be disposed from any office does not exceed 25 Bengal Maunds, it should be sent , at the request of the Contractor by the officer concerned to Poona by Goods Train freight to pay. The railway receipt for the consignment should be sent to Messrs. Deccan Paper Mills Co. Ltd., Commonwealth Building, Laxmi Road, Poona 2, by V.P.P. for the cost of waste paper at the approved rates plus transport, packing and other incidental expenses. The transport of the waste paper will be entirely at the risk of Messrs. Deccan Paper Mills Co. Ltd. as regards loss of deterioration , etc. in transit.

3. Officers concerned are requested to communicate the approximate quantity of waste paper in their office to Messrs. Deccan Paper Mills Co. Limited. If they fail to remove the said quantity of waste paper within 15 days of the intimation given to them, they may be given a warning under a registered letter stating that in the event of their failure to remove the waste paper within a further period of 15days from the date of the registered notice, it will be disposed of in any other manner possible and the loss, if any, sustained by Government will be recovered from them. If despite such warning, the waste paper(any longer, it may be sold by public auction after due publicity. If any loss is sustained, the contractor may be asked (under intimation to this office) to remit the necessary amount within 4 weeks. If the amount is not

received within this period, this office may be informed accordingly for necessary further action. For purposes of calculating the loss sustained by Government all expenses in connection with the public auction may be taken into account.

4. The relevant provisions of the contract are reproduced as an accompaniment to this Circular for the guidance of the Officers concerned.

5. All Heads of Departments are requested to issue instructions to their subordinate offices in this connection. Spare copies of the Circular are sent to them for this purpose.

6. All matters arising out of this Contract should be referred to the Director, Government Printing and Stationery, Bombay.

Sd/- B.A. KOREISHI,
Director,
Government Printing and Stationery,
Bombay.

To

All Departments for the Secretariat, for information.
All Heads of Departments (with spare copies of the Circular) for information.
All Collectors (with spare copies of the Circular)
All Executive Engineers (with spare copies of the Circular).
All District Superintendents of Police (with spare copies of the Circular).
All District Judges (with spare copies of the Circular).
The Accountant General, Bombay.
The Deputy Accountant General, Baroda.
The Managers of Government Presses.

} Rest of the State Zone only.

Accompaniment to the Circular No. M/MSC/RSVII, dated the 26th April 1955, regarding Disposal of Waste Paper in the Bombay State.

All waste paper shall be classified for the purpose of this contract into three varieties mentioned hereunder and the rates of purchase by the Contractor in respect of these categories shall be shown again each category:-

Category	Description.	Rate of Bengal Maunds
A	All forms and publications including newspapers.	Rs. 11 (Rs. Eleven Only).
B	Office Files and other records.	Rs. 6 (Rs. Six Only)
C	Press arisings and Miscellaneous Sweepings.	(i)Rs. 10 (Rs. Ten Only). (ii)Rs. 4-12-0(Rs. Four Annas Twelve Only).

(i) This rate is applicable in respect of white cutting from the Government Photozinco Press, Poona;
(ii) For the remaining quantity of Category
Note .- Press arisings do not include used Mono Spool Paper.)

2. The Contractor shall remove the waste paper (1) at each of the Bombay Government Presses in the aforesaid Zone of the State every week regularly and (2) at any office in the said Zone of the State within 15days of an intimation to that effect being given by the officer concerned.

3. The Contractor shall make his own arrangements such as p

as packing loading, transport, [illegible] in connection with the removal of waste paper from the respective Government offices including Government Presses. If, however, the quantity of waste paper to be disposed of is less than 25 Bengal Maunds it may be despatched to the Contractor at his request and at his risk and cost

4. Payment for the waste paper removed shall be made at the time of removal thereof, in cash or by deposit into a Government Treasury. Waste papers shall not be delivered to the Contractor except against cash payment.

5. ~~Xxx~~ If the Contractor fails to remove any particular stock of waste paper at any of the Bombay Government Offices including the Bombay Government Printing Presses in the manner specified in paragraph 2 above, the Government shall be entitled to sell that particular stock of waste paper in any other manner possible without any notice to the Contractor on that account and at the risk of the Contractor. In the event of such action being taken, the Contractor shall not be entitled to any gain on sales made against such defaults on his part. The recovery of the amount shall be made without prejudice to any other action under the contract, and may be effected either from the security deposited with Government or as arrears of land revenue.

6. If the Contractor fails to remove stock of waste paper in the manner specified in this contract against cash payment, or if the Contractor commits a breach of any of the terms of this Agreement the Government shall be entitled to forfeit the whole or any part of the security deposited with Government and/or to cancel this contract upon giving to the Contractor fifteen days' notice, without prejudice to any other rights of Government.

7. The Government shall be entitled to dispose of any particular stock of paper in any other manner it deems fit notwithstanding the provisions of this Agreement in order to meet the requirements of the Hand-made Paper Industry and Government Industrial Workshops and similar institutions.

8. In the event of any dispute as regards the interpretation of any of the terms of the agreement the decisions of the Government shall be final and binding on the Contractor.

BOOK POST.

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Director,
Government Printing & Stationery,
Bombay.

N.V.D.
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IMMEDIATE.

OFFICE OF THE DIRECTOR,
GOVERNMENT PRINTING AND STATIONERY:

Bombay, the 6th April 195

CIRCULAR No. M/MSC/PP/XII.

Subject:- Waste Paper and destroyed records.
Disposal of

Reference Government Resolution, Development Department, No. PST. 6252, dated the 30th June 1953, on the above subject. Government have approved the execution of an agreement with Messrs. Manjar Brothers, 6, Duncan Road Cross Lane, Byculla, Bombay 8, according to which all waste paper including destroyed records arising in the Bombay Government Offices inc Government Printing Presses in the West of the State Zone of the Bombay State comprising the Districts (1) Ahmednagar, (2) East Khandesh, (3) West Khandesh, (4) Nasik, (5) Poona, (6) Sa North, (7) Sholapur, (8) Kolaba, (9) Ratnagir, (10) Satara Nor South, (11) Kolhapur, (12) Dangs, (13) Belgaum, (14) Bijapur, (15) Dharwar, (16) Kanara, will be purchased by them during the period commencing from the 1st of March 1956 and ending the 28th February 1957. Messrs. Manjar Brothers have accordi executed an agreement. The rates of purchase by Messrs. Manjar Brothers for the three categories of waste paper are given below-

Category.	Description.	Rates per Bengal Maund. (Sales Tax extra).
A	All forms and Publications including Newspapers.	Rs. 18-4-0 (Rupees Eighteen and Annas four only).
B	Office Files and other Records	Rs. 13-4-0(Rupees Thirteen and Annas four only).
C	Press Arisings and Miscellaneous Sweepings	Rs. 10-4-0(Rupees Ten and annas four only)

Note (1)-Sales Tax: Sales Tax and General Tax at the following rates should be charged extra (vide item 80 of Schedule B of the Bombay Sales Tax Act, 1953).

1 Rate of Sales Tax-Three pies in the Rupee;

2 Rate of General Tax-Six Pies in the Rupees;

The amount realised on account of Sales Tax and General Tax should be credited to the head "XIII-Other Taxes and Duties D-Other Items-Sales Tax-Other Commodities."

Note-(2)-The sale proceeds of waste paper excluding Sales Tax and General Tax should be credited to the head "XLVI-Miscellaneous-Sale of old stores and Materials."

Note(3)-Press arisings do not include used Manoo Pool paper.

Note(4)-Forms or records delivered in torn condition are classified as 'miscellaneous sweepings' and should be charged for at the rate fixed for category "C". As the rate for category "C" is much lower than the rate for category "A" or "B" records or forms proposed to be disposed of as waste paper should not be torn, unless it is essential to do so in the interest of secrecy or for some other weighty reasons.

2. If the quantity of waste paper to be disposed of from any office does not exceed 25 Bengal Maunds, it should be sent at the request of the Contractor by the officer concerned to Bombay by Goods Train freight to pay. The railway receipt for the consignment should be sent to Messrs. Manjar Brothers 6, Duncan Road Cross Lane, Byculla, Bombay 8, by V.P.P. for the cost of waste paper at the approved rates plus transport packing and other incidental expenses. The transport of the waste paper will be entirely at the risk of Messrs. Manjar Brothers as regards loss or deterioration etc. in transit.

3. Officers concerned are requested to communicate the approximate quantity of waste paper in their office to Messrs. Maniar Brothers. If they fail to remove the said quantity of waste paper within 15 days of the intimation given to them, they may be given a warning under a registered letter stating that in the event of their failure to remove the waste paper within a further period of 15 days from the date of the registered notice, it will be disposed of in any other manner possible and the loss, if any, sustained by Government will be recovered from them. If despite such warning, the vaste paper in question is not removed and if it is inconvenient to store the waste paper any longer, it may be sold by public auction after due publicity. If any loss is sustained, the contractor may be asked (under intimation to this office) to remit the necessary amount within 4 weeks. If the amount is not received within this period, this office may be informed accordingly for necessary further action. For purposes of calculating the loss sustained by Government all expenses in connection with the public auction may be taken into account.

4. The relevant provisions of the contract are reproduced as an Accompaniment to this Circular for the guidance of the officers concerned.

5. All Heads of Departments are requested to issue instructions to their subordinate offices in this connection Spare copies of the Circular are sent to them for this purpose.

6. All matters arising out of this contract should be referred to the Director, Government Printing and Stationery, Bombay.

Sd/- B. A. QURESHI,
Director,
Government Printing and Stationery,
Bombay.

To

All Departments of the Secretariat, for information.
All Heads of Departments (with spare copies of the Circular) for information.
All Collectors (with spare copies of the Circular)
All Executive Engineers (with spare copies of the circular).
All District Judges (with spare copies of the Circular).
All District Superintendents of Police (with spare copies of the Circular).
The Accountant General, Bombay.
The Deputy Accountant General, Baroda.
The Managers of Government Presses.

} Rest of the State Zone only

Accompaniment to the Circular No. M/MSC/PS/XII, dated the 6th April 1956, regarding Disposal of Waste Paper the Bombay State

All waste paper shall be classified for the purpose of this contract into three varieties mentioned hereunder and the rates of purchase by the Contractor in respect of these categories shall be shown against each category:-

Category:	Description	Rate per Bengal Maund
A	All forms and publications including newspapers.	Rs. 18-4-0 (Rs. Eighteen and Annas four only).
B	Office Files and other records	Rs. 13-4-0 (Rs. Thirteen and Annas four only).
C	Press Arisings and Miscellaneous Sweepings	Rs. 10-4-0 (Rs. Ten and Annas four only).

(note.- Press Arisings do not include used Mono spool Paper.)

2. The Contractor shall remove the waste paper (1) at his each of the Bombay Government Presses in the aforesaid Zone of the State every week regularly, and (2) at any office in the said Zone of the State within 15 days of an intimation to that effect being given by the off concerned.

3. The Contractor shall make his own arrangements such as packing, loading, transport , etc., in connection with the removal of waste paper from the respective Government offices including Government Presses. If, however, the quantity of waste paper to be disposed of is less than 25 Bengal Maunds it may be despatched to the Contractor at his request and at his risk and cost.

4. Payment for the waste paper removed shall be made at the time of removal thereof, in cash or by deposit into a Government Treasury. Waste paper shall not be delivered to the Contractor except against cash payment.

5. If the Contractor fails to remove any particular stock of waste paper at any of the Bombay Government Offices, including the Bombay Government Printing Presses in the manner specified in paragraph 2 above, the Government shall be entitled to sell that particular stock of waste paper in any other manner possible, without any notice to the Contractor on that account and at the risk of the Contractor . In any the event of such action being taken, the Contractor shall be liable for any loss which the Government may sustain on that account but the Contractor shall not be entitled to any gain on sales made against such defaults on his part. The recovery of the amount shall be made without prejudice to any other action under the contract, and may be effected either from the security deposited with Government or as arrears of land revenue.

6. If the Contractor fails to remove stock of waste paper in the manner specified in this contract against cash payment, or if the Contractor Commits a breach of any of the terms of his Agreement the Government shall be entitled to forfeit the whole or any part of the security deposited with Government and/or cancel this contract upon giving to the Contractor fifteen days' notice, without prejudice to any other rights of Government.

7. The Government shall be entitled to dispose of any particular stock of paper in any other manner it deems fit notwithstanding the provisions of this Agreement in order to meet the requirements of the Hand-made Paper Industry and Government Industrial Workshops and similar institutions.

8. In the event of any dispute as regards the interpretation of any of the terms of the Agreement the decision of the Government shall be final and binding on the Contractor.

M/MSC/RS/XII.

BOOK POST.

To

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Director,
Government Printing & Stationery,
Bombay.

N.V.D.
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OFFICE OF THE DIRECTOR,
GOVERNMENT PRINTING AND STATIONERY:

Bombay, the 6th April 1956.

CIRCULAR No. M/MSC/Guj/XIV.

Subject:- Waste Paper and destroyed records.
Disposal of-

Reference Government Resolution, Development Department, No. MST. 6252, dated the 30th June 1953, on the above subject. Government have approved the execution of an agreement with Messrs. Manjar Brothers, 6, Duncan Road Cross Lane, Byculla, Bombay 8, according to which all waste paper including destroyed records arising in the Bombay Government offices including a Government offices including a Government Printing Press in the Gujarat Zone of the Bombay State comprising the Districts (1) Banaskantha, (2) Sabarkantha, (3) Mehsana, (4) Amreli, (5) Baroda, (6) Ahmedabad (7) Kaira, (8) Panch Mahals, (9) Broach, (10) Surat, (11) Thana, will be purchased by them during the period commencing from the 1st of March 1956 and ending the 28th February 1957. Messrs. Manjar Brothers have accordingly executed an agreement The rates of purchase by Messrs. Manjar Brothers for the three categories of waste paper are given below:-

Category	Description	Rate per Bengal Maund (Sales Tax extra)
A	All forms and Publications including Newspapers.	Rs. 18-4-0 (Rupees Eighteen and Annas four only).
B	Office Files and other Records	Rs. 13-4-0 (Rupees Thirteen and Annas four only).
C	Press Arisings and Miscellaneous Sweepings	Rs. 10-4-0 (Rupees Ten and Annas four only).

Note (1)-Sales Tax: Sales Tax and General Tax at the following rates should be charged extra (vide item 80 of Schedule B of the Bombay Sales Tax Act, 1953).

1, Rate of Sales Tax-Three Pies in the Rupee;
2, Rate of General Tax-Six Pies in the Rupee;

The amount realised on account of Sales Tax and General Tax should be credited to the head XIII-Other Taxes and Duties D-Other Items-Sales Tax-other Commodities."

Note (2)-The sale proceeds of waste paper excluding Sales Tax and General Tax should be credited to the head "XLVI-Miscellaneous Sale of old Stores and Materials."

Note (3)-Press arisings do not include used Hand Book Paper

Note (4)-Forms or records delivered in a torn condition are classified as "miscellaneous sweepings" and should be charged for at the rate fixed for category "C". As the rate for category "C" is much lower than the rate for category "A" or "B" records or forms proposed to be disposed of as waste paper should not be torn, unless it is essential to do so in the interest of secrecy or for some other weighty reasons.

2. If the quantity of waste paper to be disposed of from any office does not exceed 25, Bengal Maunds, it should be sent at the request of the Contractor by the officer concerned to Bombay by Goods Train freight to pay. The railway receipt for the consignment should be sent to Messrs Manjar Brothers, 6, Duncan Road Cross Lane, Byculla, Bombay 8, by V.P.P. for the cost of waste paper at the approved rates plus transport, packing and other incidental expenses. The transport of the waste paper will be entirely at the risk of Messrs. Manjar Brothers as regards loss or deterioration etc. in transit.

3. Officers concerned are requested to communicate the approximate quantity of waste paper in their office to Messrs. Maniar Brothers. If they fail to remove the said quantity of waste paper within 15 days of the intimation given to them, they mayxxbe given a warning under a registered letter stating that in the event of their failure to remove the waste paper within a further period of 15 days from the date of the registered notice, it will be disposed of in any other manner possible and the loss, if any, sustained by Government will be recovered from them. If despite such warning, the waste paper(any longer, it may be sold by public auction after due publicity. If any loss is sustained, the contractor may be asked (under intimation to this office) to remit the necessary amount within 4 weeks. If the amount is not received within this period this office may be informed accordingly for necessary further action. For purposes calculating the loss sustained by Government all exlenses in connection with the public auction may be taken into account. † (see below)

4 The relevant provisions of the Contract are reproduced as an Accompaniment to this Circular for the guidance of the officers concerned.

5. All Heads of Departments are requested to issue instructions to their subordinate offices in this connection. Spare copies of the Circular are sent to them for this purpose.

6. All matters arising out of this contract should be referred to the Director, Government Printing and Stationery, Bombay.

Sd/- B.A. KORESHI,
Director,
Government Printing and Stationery,
Bombay.

To

All Departments of the Secretariat, for information.
All Heads of Departments(with spare copies of the Circular) for information.
All Collectors (with spare copies of the Circular).
All Executive Engineers (with spare copies of the Circular).
All District Judges (with spare copies of the Circular).
All District Superintendents of Police (with spare copies of the Circular).
All Accountant General, Bombay.
The Deputy Accountant General, Baroda.
The Managers of Government Presses.

} Gujarat Zone only.

† 1 in practice is demanded and if it is inconvenient to store the waste paper

Accompaniment to the Circular No. M/MSC/Guj/XII, dated the 6th April 1956, regarding Disposal of Waste Paper in the Bombay State.

All waste paper shall be classified for the purpose of this contract into three varieties mentioned hereunder ~~and~~ and the rates of purchase by the Contractor in respect of these categories shall be shown against each category:-

Category.	Description.	Rate per Bengal Maund.
A	All forms and publications including newspapers.	Rs. 18-4-0 (Rs. Eighteen and Annas four only).
B	Office Files and other records.	Rs. 13-4-0 (Rs. Thirteen and Annas four only).
C	Press Arisings and Miscellaneous Sweepings.	Rs. 10-4-0 (Rs. Ten and Annas four only).

Note.- Press Arisings do not include used Mono Spool paper.

2. The Contractor shall remove the Waste paper (1) at each of the Bombay Government Presses in the Gujarat Zone of the Bombay State every week regularly and (2) at any office in the Gujarat Zone of Bombay State within 15 days of an intimation to that effect being given by the officer concerned.

3. The Contractor shall make his own arrangements such as packing, loading, transport, etc., in connection with the removal of waste paper from the respective Government Offices including Government Presses. If, however, the quantity of waste paper to be disposed of is less than 25 Bengal Maunds it may be despatched to the Contractor at his request and at his risk and cost.

4. Payment for the waste paper removed shall be made at the time of removal thereof, in cash or by deposit into a Government Treasury. Waste paper shall not be delivered to the Contractor except against cash payment.

5. If the Contractor fails to remove any particular stock of waste paper at any of the Bombay Government Office, including the Bombay Government Printing Presses in the manner specified in paragraph 2 above, the Government shall be entitled to sell that particular stock of waste paper in any other manner possible, without any notice to the Contractor on that account and at the risk of the Contractor. In the event of such action being taken, the Contractor shall be liable ~~liable~~ for any loss which the Government may sustain on that account, but the Contractor shall not be entitled to any gain on sales made against such defaults on his part. The recovery of the amount shall be made without prejudice to any other action ~~xxx~~ under the contract, and may be effected either from the security deposited with Government or as arrears of land revenue.

6. If the Contractor fails to remove stock of waste paper in the manner specified in this contract against cash payment, or if the Contractor commits a breach of any of the terms of this Agreement the Government shall be entitled to forfeit the whole or any part of the security deposited with Government and/or to cancel this contract upon giving to the Contractor fifteen days' notice, without prejudice to any other rights of Government.

7. The Government shall be entitled to dispose of any particular stock of paper in any other manner it deems fit notwithstanding the provisions of this Agreement in order to meet the requirements of the Hand-made Paper Industry and Government Industrial Workshops and similar institutions.

8. In the event of any dispute as regards the interpretation of any of the terms of the Agreement the decision of the Government shall be final and binding on the Contractor.

BOOK POST.

To

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Director,
Government Printing & Staticnery,
Bombay.

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OFFICE OF THE DIRECTOR,
GOVERNMENT PRINTING AND STATIONERY.

Bombay, the 26th April 1956.

CIRCULAR No. M/MSC/GR/XII.

Subject:- Waste paper and destroyed records. Disposal of.

Reference Government Resolution, Development Department, No. PST. 6252, dated the 30th June 1953, on the above subject, Government have approved the execution of an agreement with Shri Ibrahim Alibhai Kagalwalla, 130, Sandhurst Road, Opposite Null Bazar Market, Bombay 3, according to which all waste paper including destroyed records arising in the Government Offices including a Government Printing Press in the Greater Bombay Zone of the Bombay State will be purchased by him during the period commencing from the 1st of March 1956 and ending the 28th February 1957. Shri Ibrahim Alibhai Kagalwalla has accordingly executed an agreement. The rates of purchase by Shri I.A. Kagalwalla for the three categories of waste paper are given below:-

Category	Description.	Rate per Bengal Maund (Sales Tax extra)
A	All forms and publications including Newspapers.	Rs. 25-4-0 (Rupees Twenty-and Annas four only).
B	Office files and other records	Rs. 15-4-0 (Rupees Fifteen Annas four only).
C	Press arisings and mark miscellaneous sweepings	Rs. 11-15-0(Rs. Eleven and Annas fifteen only).

Note.-(1) -Sales Tax: Sales Tax and General Tax at the following rates should be charged extra (vide item 80 of Schedule B of the Bombay Sales Tax Act, 1953).

1. Rate of Sales Tax-Three Pies in the Rupee;
2. Rate of General Tax-Six Pies in the Rupee

The amount realised on account of Sales Tax and General Tax should be credited to the head ~~XXXVI-Miscellaneous-xxxxxxxx~~ "XIII-other Taxes and Duties D-Other Items-Sales Tax-other Commodies."

Note (2)-The sale proceeds of waste paper excluding Sales Tax and General Tax should be credited to the head "XLVI-Miscellaneous- Sale of old Stores and Materials."

Note (3)-Press arisings do not include used Mono Spool Paper.

Note (4)-Forms or records delivered in a torn condition are classified as "miscellaneous sweepings" and should be charged for at the rate fixed for category "C". As the rate for Category "C" is much lower than the rate for category "A" or "B", records or forms proposed to be disposed of as waste paper should not be torn, unless it is essential to do so in the interest of secrecy or for some other weighty reasons.

2. Officers concerned are requested to communicate the approximate, quantity of waste paper in their office to Shri I.A. Kagalwalla. If he fails to remove the said quantity of waste paper within 15 days of the intimation given to him, he may be given a warning under a registered letter stating that in the event of his failure to remove the waste paper within a further period of 15 days from the date of the registered notice, it will be disposed of x in any other manner possible and the loss, if any, sustained by Government will be recovered from him. If despite such warning, the waste paper in question, is not removed and if it is inconvenient to store the waste paper any longer, it may be sold by public auction after a publicit..

if any loss is sustained, the contractor may be asked (under intimation to this office) to remit the necessary amount within 4 weeks. If the amount is not received within this period, this office may be informed accordingly for necessary further action. For purposes of calculating the loss sustained by Government all expenses in connection with the public auction may be taken into account.

3. The relevant provisions of the contract are reproduced as an accompaniment to this Circular for the guidance of the officers concerned.

4. All Heads of Departments are requested to issue instructions to their subordinate offices in this connection. Spare copies of the Circular are sent to them for this purpose.

5. All matters arising out of this contract should be referred to the Director, Government Printing and Stationery, Bombay.

Sd/- B. A. MKoreishi,
Director,
Government Printing and Stationery,
Bombay.

To

All Departments of the Secretariat, for information
All Heads of Departments (with spare copies of the Circular) for information,
All Collectors (with spare copies of the Circular) for information,
All Executive Engineers (with spare copies of the Circular) for information,
All District Superintendents of Police (with spare copies of the Circular) for information,
All District Judges (with spare copies of the Circular) for information,
All Accountant General (with spare copies of the Circular for information,
The Deputy Accountant General, Baroda (with spare copies of the Circular) for information
The Managers of Government Presses (with spare copies of the Circular) for information.

} The Greater Bombay Zone only.

Accompaniment to the Circular No. M/MSC/GR/XII, dated the 6th April 1956, regarding Disposal of Waste Paper in the Bombay State.

All waste paper shall be classified for the purpose of this contract into three varieties mentioned hereunder and the rates of purchase by the Contractor in respect of these categories shall be shown against each category:

Category.	Description.	Rate per Bengal Maund.
A	All forms and publications including newspapers.	Rs. 25-4-0-(Rupees Twenty-Five and Annas four only).
B	Office files and other records.	Rs. 15-4-0-(Rupees Fifteen and Annas four only).
C	Press arisings and miscellaneous sweepings.	Rs. 11-15-0(Rupees Eleven and Annas fifteen only).

(Note-Press arisings do not include used Mono Proof paper.)

2. The Contractor shall remove the waste paper (1) at the Bombay Government Press in the Greater Bombay Zone of the Bombay State every week regularly, and (2) at any office in Greater Bombay within 15 days an intimation to that effect being given by the officer concerned.

3. The Contractor shall make his own arrangements such as packing, loading, transport, etc., in connection with the removal of waste paper from the respective Government offices including the Government Presses. If, however, the quantity of waste paper to be disposed of is less than 25 Bengal Maunds it may be despatched to the Contractor at his request and at his risk and cost.

4. Payment for the waste paper removed shall be made at the time of removal thereof, in cash or by deposit into a Government Treasury. Waste paper shall not be delivered to the Contractor except against cash payment.

5. If the Contractor fails to remove any particular stock of waste paper at any of the Bombay Government offices, including the Bombay Government Printing Presses in the Manner specified in paragraph 2 above, the Government shall be entitled to sell that particular stock of waste paper in any other manner possible, without any notice to the Contractor on that account and at the risk of the Contractor. In the event of such action being taken, the Contractor shall be liable for any loss which the Government may sustain on that account, but the Contractor shall not be entitled to any gain on sales made against such defaults on his part. The recovery of the amount shall be made without prejudice to any other action under the contract, and may be effected either from the security deposited with Government or as arrears of land revenue.

6. If the Contractor fails to remove stock of waste paper in the manner specified in this contract against cash payment, or if the Contractor commits a breach of any of the terms of this Agreement the Government shall be entitled to forfeit the whole or any part of the security deposited with Government and/or to cancel this contract upon giving to the Contractor fifteen days' notice, without prejudice to any other rights of Government.

7. The Government ~~xhx~~ shall be entitled to dispose of any particular stock of paper in any other manner it deems fit notwithstanding the provisions of this Agreement in order to meet the requirements of the Hand-made Paper Industry and Government Industrial Workshops and similar institutions.

8. In the event of any dispute as regards the interpretation of any of the terms of the Agreement the decision of the Government shall be final and binding on the Contractor.

~~P~~/MSC/GB/XII

BOOK POST.

To

Director,
Government Printing and Stationery,
Bombay.

N.VD.
4/7
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OFFICE OF THE
DIRECTOR, GOVERNMENT PRINTING AND STATIONERY:

Bombay, the 21st May 1956.

CIRCULAR No. M/MSC/GB/XIII.

Subject-Waste Paper.
Disposal of- Refund of deposit money in respect of-

Read Paragraph 3 of the office Circular No. M/MSC/GB/VII, dated the 26th April 1955.

CIRCULAR

The question of refunding the security deposit of Shri Ibrahim Alibhai Kagalwall, the Waste Paper Contractor, for the period from the 1st March 1955 tillthe 29th February 1956 for the Greater Bombay Zone of the Bombay State, is under consideration of this office. Officers concerned are therefor requested to state whether any loss is sustained by them owing to Shri Kagalwalla's failure to purchase the Waste Paper according to the terms of his cont ract. If such loss is sustained or if any amount on account of the disposal of Waste Paper is still due from Shri Kagalwalla, the accompanying form may be returned duly filled in, so as to reach this office on or before the 21st June 1956. It is not necessary to send a Nil Report. If no reply is rece before the date mentioned above, it will be presumed that the amount due is NIL.

SD/- B. A. QURESHI,
Director,
Government Printing and Stationery,
Bombay.
(P.T.O.)

(N.B.-A Nil Report is not necessary).

Office of the.....

Dated.....

The amount still due from Shri Ibrahim Alibhai Kagalwalla is Rs..... as..... ps..... (in words, Rupees..... .....) .The above amount is arrived at as follows:-

*Returned with compliments to the Director, Government Printing and Stationery, Bombay 4, vide his Circular No. M/MSC/GB/XIII, dated the 21st May 1956.

To

*All Departments of the Sachivalaya, for information.
*All Heads of Departments, for information.
*All Collectors (with spare copies of the Circular).
*All Executive Engineers (with spare copies of the circular).
*All District Judges (with spare copies of the circular).
*All District Superintendents of Police (with spare copies of the Circular).
*The Accountant General, Bombay.
*The Deputy Accountant General, Baroda.
*The Managers of Government Presses.

*Greater Bombay Zone only.

BOOK POST
M/MSC/GB/XIII

O.I.G.S.

To

Director
Government Printing and Stationery, Bombay.